

District of Barriere

# REPORT TO COUNCIL

<b>Date:</b> October 6, 2025	<b>Agenda Item:</b> 4a
<b>To:</b> Council	<b>From:</b> Department Heads
<b>Re: Departmental Updates</b>	

## **CORPORATE OFFICER:**

### **General:**

- Responded to two bylaw enforcement files.
- Coordinated with the Deputy Corporate Officer, Fire Chief and Public Works Manager initiating public messaging on the Stage 3 Water Restrictions and Fire Ban continuation.
- Participated in four meetings with the District's consultant, CAO, DCO, Approving Officer and Public Works Manager regarding the Development Approvals Process, Upcoming Bylaw and OCP refresh projects.
- Completed and Submitted Final LGPS Development Approval Process Grant Report to the Province.
- Along with the CAO, Planning Consultant, and the Public Works Manager, reviewing options for Works and Service agreement templates with our Engineer of Record.
- Participated in a meeting with the CAO and Chamber on a potential Rural Economic Development and Infrastructure Program (REDIP) application that benefits the community. and Chamber of Commerce President regarding possible REDIP funding.
- Long-Term & respected Barriere Developer, Gary Forsythe has passed away. A Celebration of Life service is scheduled for 11am on October 18<sup>th</sup> at the Lions Hall.

## **DEPUTY CORPORATE OFFICER:**

### **Recreation/Events:**

- Participated in a Recreation Committee Meeting to touch base on the remainder of this year's events.
- Ordered the fireworks for the annual Halloween event ran by the Barriere Fire Department and Association.
- The 3<sup>rd</sup> Annual Winterfest has been scheduled for Sunday, December 14, 2025.
- Gym bookings continue to come in including drop-in volleyball on Wednesday nights, drop-in basketball on Sunday nights and Minor Ball is utilizing the space come December.
- Confirmed with Barriere Pickleball that they will start fundraising efforts for the previously discussed AED purchase and install, however, they look forward to Council consideration during next years budget discussions.
- As per a public inquiry from last council meeting, all sets of the Bandshell keys have been cut as needed and are working as required.

### **General:**

- Participated in an OCP Refresh status meeting.
- Preparing the Annual Report, along with the Corporate Officer.

**PUBLIC WORKS MANAGER:**

<b>Operations</b>			
Public Works			
	September	2025 YTD	2024
Potholes Filled	30	110	130
Pavement Repairs (ft <sup>2</sup> )	3400	17428	17657
Full Burials	0	0	1
Cremations	0	4	7
Vandalism/Graffiti/Break-ins	2	17	n/a
Deceased Animal Recovery	2	3	4
After Hours Call Outs	0	3	n/a
Water Distribution			
	September	2025 YTD	2024
New Construction Service Connections	1	3	4
Water Service On/Off Request	1	23	33
Interior Health Water Quality Tests	12	108	156
Water Usage - August 54,162 m3	42,183	382229	441825
Waterline Repairs	0	3	6
After Hours Call Outs	1	14	~15
Wastewater Collection & Treatment			
	September	2025 YTD	2024
New Construction Service Connections	2	3	5
Ministry of Environment Wastewater Tests	7	63	84
After Hours Call Outs	0	0	0
General			
	September	2025 YTD	2024
BC One Calls Supported	4	33	31
Events Supported	2	16	16

- Fire hydrant testing completed - flows and pressures are starting to balance out throughout the community.
- Hall Road track crossing completed with new pavement approaches.
- LCIP watermain extension to service lots along Enterprise Way completed.
- DW3 well has been successfully rehabilitated - will be put back into service week of October 6th.
- DW2 was restarted on October 2nd.
- Staff have refurbished the bleachers at Main Park.
- Fire alarm system for Unit #4 at BBC has been commissioned - project now complete.

## **FIRE CHIEF:**

Fire Department			
Calls	September	2025 YTD	2024
Fire	1	20	44
Rescue / Motor Vehicle Incidents	4	13	9
Hazardous Condition (No Fire)	0	2	1
Service Call / Public Assist	1	21	18
Fire Burning Complaint / Fire Investigation	8	35	18
False Alarm	0	16	11
<b>Total</b>	<b>14</b>	<b>107</b>	<b>101</b>
	<b>September</b>	<b>2025 YTD</b>	<b>2024</b>
Public Education & Events	1	13	2
FireSmart Assessments	0	15	2
Fire Prevention / Fire Inspections	0	10	0

### **Fire Department Updates:**

- E3 Pump inspection failed – working on replacement quotes to complete repairs as soon as possible. Repairs are estimated at \$40,000.
- Halmotro Tools Serviced – No issues.
- Bush Truck is back from deployment and went for servicing (Oil filter and air filters.)
- Fire Hall Open House is scheduled on October 9<sup>th</sup> 6:30pm – 8:30pm at Fire Hall.

### **FireSmart:**

- FireSmart attended Sundance Acres Fall Market on September 27<sup>th</sup>.

### **Weather:**

- No unusual or extreme out of season weather expected at this time.

## **CHIEF FINANCIAL OFFICER:**

Financial Services			
	September	2025 YTD	2024
Cash Collected	\$ 94,313	\$ 4,219,017	\$ 4,613,799
Cash Disbursed	\$ 288,730	\$ 4,468,360	\$ 5,507,994
ICIP Wastewater Treatment Grant Funds Received	\$	\$ 251,941	

- No Wastewater Treatment Grant funds received in September. Waiting on remaining September invoices, expected mid-October, then the submission for payment will be completed.
- Audit work continues.
- Q3 financial report being worked on, should be ready for presentation at our next meeting.

## **CHIEF ADMINISTRATIVE OFFICER:**

### **Development:**

Development Activity			
<b>Construction Activity:</b>	September	2025 YTD	2024
Total Building Permit Applications:	1	12	
Total Construction Value:	\$150,000	\$1,727,325	
Total Building Permits Finalized:	0	7 (since June)	
Total Construction Value Finalized:	\$0	\$529,000	

- One new building permit applications in September for a large, detached shop.
- Along with the Corporate Officer, Planning Consultant, and the Public Works Manager, reviewing options for Works and Service agreement templates with our Engineer of Record.

### **Governance:**

- Agreements / Contracts:
  - TNRD – Structure Fire Protection Service Agreement – Met with TNRD staff at UBCM who indicated support for incrementally adjusting the funding over the next 5 years. A full report and contract for Council consideration is intended to be presented before the end of the year.
  - Working with the Chamber on a solution for the Wayfinding project – see other report attached to this agenda.
- Policies / Bylaws:
  - Reserve Bylaw structure – consideration of final reading is included on this agenda
  - Utility Billing Bylaw – consideration of final reading is included on this agenda.
    - Water Bylaw, Wastewater Bylaw, Solid Waste Bylaw, and Streetlighting Bylaw review continues, Bylaws will be presented in the coming months.
  - OCP Refresh Update draft – worked with consultant and our Corporate Team reviewing all the feedback.

### **Administration:**

- Along with members of Council, attended the UBCM conference, training sessions, and meetings with the Minister of Health and UBCM Staff. Also took the opportunity to meet with Telus about the internet and cell phone service levels and BC Hydro about the recent power outage and upcoming project.
- Working with Trail Society on finalizing the surveying for the Station to Dunsmuir trail alignment.
- Attended LGMA hosted Corporate Officer Connect Lunch series and HR Connect Lunch series.
- Completed LGMA hosted Indigenous Consultation and Engagement training.
- Working with the Chamber on a potential Rural Economic Development and Infrastructure Program (REDIP) application that benefits the community. The focus for this intake is on revitalization of the downtown, signage, business training and professional development, etc. – see other report attached to the agenda.
- Met with Yellowhead Community Services CEO to discuss potential future projects.

*\*submitted for information*